



**Australian Government**

# **UEECO0003 Manage contract variations**

**Release: 1**

# UEECO0003 Manage contract variations

## Modification History

Release 1. This is the first release of this unit of competency in the UEE Electrotechnology Training Package.

## Application

This unit involves the skills and knowledge required to manage contract variations.

It includes understanding the specification on which the contracted price is based, identifying contract variations, and negotiating and submitting variations documentation.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

## Pre-requisite Unit

Not applicable

## Competency Field

Commercial

## Unit Sector

Electrotechnology

## Elements and Performance Criteria

### ELEMENTS

Elements describe the essential outcomes.

#### 1 Identify terms of variations

### PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1 Work health and safety (WHS)/occupational health and safety (OHS) procedures for a given work area are identified, obtained and applied
- 1.2 WHS/OHS risk control measures and workplace procedures are followed
- 1.3 Original scope of work and contract price is obtained from specifications, plans, diagrams and relevant tender

submission/acceptance documents

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- 1.4** Costing and claiming variations are obtained from relevant tender submission/acceptance and contract documents
- 2.1** Contract variations are determined and documentation issued by the customer representative or relevant person
- 2.2** Variations are priced in accordance with workplace procedures
- 2.3** Variation approvals are negotiated with relevant person/s and in accordance with workplace procedures
- 2.4** Unplanned events are identified and resolution techniques are applied in accordance with workplace procedures
- 2.5** Approved variations are submitted for payment in accordance with workplace procedures
- 2.6** Variations documents are forwarded to relevant person/s in accordance with workplace procedures

## Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

## Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the UEE Electrotechnology Training Package Companion Volume Implementation Guide.

Contracts must include at least the following:

- five variations for electrotechnology

## Unit Mapping Information

This unit replaces and is equivalent to UEENEEC007B Manage contract variations.

## **Links**

Companion Volume implementation guides are found in VETNet - -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b8a8f136-5421-4ce1-92e0-2b50341431b6>